



Athletic Department: 2020-21 Handbook

2020-21: HWRHS Athletic Handbook - Table of Contents

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Philosophy of Hamilton-Wenham Athletics:

Hamilton-Wenham Regional High School's interscholastic athletic program is an integral part of the students' total education and development. It is in our athletic program that we strive to develop the student-athlete and our teams to the best of his/her/their ability. Our programs aim to help to mold character and develop self-control, self-direction, personality traits and social patterns which will better prepare our students for adult life. We emphasize becoming a great teammate and being accountable to one another, exhibiting good sportsmanship and exuding the spirit of fair play in all our athletic contests. The influence of athletics on the overall school environment contributes significantly to our students' education.

It is the responsibility of our coaches, student-athletes and their parents to become familiar with our athletic handbook which presents the guidelines of the athletic department. We encourage all students to participate in our athletic program and to abide by the guidelines established by the Massachusetts Interscholastic Athletic Association (MIAA), Cape Ann League (CAL) and the Hamilton-Wenham Regional School District (HWRSD).

There are many interscholastic athletic teams at the High School in which students may participate if they meet the academic and physical guidelines set forth by MIAA and the administration of Hamilton-Wenham Regional High School (HWRHS). These sports activities are open to any student who wishes to participate, with the understanding that some teams have a limited number of persons per team, while others have an unlimited roster.

Vision: To enrich the lives of all student-athletes through the values of teamwork and competition. Our student-athletes will learn and appreciate the intricacies of their sport, while always representing our families, community, school and teams with the highest levels of character, class, and excellence.

Membership: Hamilton-Wenham Regional High School's athletic program is a proud member of the MIAA and CAL. Without exception, all of our teams will follow the rules and guidelines established by these organizations. Please see MIAA Rule Book on-line at: <http://www.miaa.net/bluebook.htm> A copy of the CAL's Constitution is available for your review in the athletic office and on the athletic website.

Relevant Documents: The Athletic Handbook is meant to compliment the guidelines in the following documents: If and when there is a discrepancy, these documents will take priority:

2020-21 HWRHS Student Handbook: (Insert Link)

2020-21 MIAA Handbook: (Insert Link)

2020-21 CAL Constitution: (Insert Link)

Goals for Coaches, Student-Athletes and Parents:

For Coaches: In addition to fulfilling the vision of the Athletic Department, a Hamilton-Wenham Coach will strive to:

1. Create a positive and memorable experience that will be cherished by the Student-Athlete for the rest of his/her life.
2. Teach the unquestionable truth that $2+2=5$. The whole is always greater than the sum of its parts.
3. Teach the specific and unique skills of each sport to the very best of our abilities by using all means, methods, and resources available to us.
4. Teach the skill of competition and always put the Program in the best situation to succeed both in the present and the future.

For Student-Athletes: In addition to fulfilling the vision of the Athletic Department, a Hamilton-Wenham Athlete will strive to...

1. Learn the incredible value of what it means to be a great teammate and be accountable to others.
2. Maximize his or her potential through daily attendance at practice, accepting constructive coaching, and always being open to learning the nuanced intricacies of their sport.
3. Compete as hard as they can while always remembering to represent our families, school, community, and teams with the highest level of character, class, and excellence.
4. Embrace their leadership role as daughters and sons, teammates, classmates and members of the Hamilton and Wenham communities both on and off the playing fields of competition.

Special Note: Participation in the athletic program is not a right, but a privilege. Therefore, it is imperative that all students taking part in the athletic program understand these goals and conform to the rules therein, and that the coaches of the sport and activity, along with the Athletic Director shall have every right to remove these privileges.

Goals for Coaches, Student-Athletes and Parents, Continued:

For Parents:

1. Understand that the primary goal of the Athletic Department and each Head Coach is to maximize the experience of the entire team and program well before the individual and every decision made by the Head Coach will be geared toward achieving that end.
2. Empower their children to communicate their questions and concerns directly to the Head Coach with the understanding that this is a critical life skill that will be supported and embraced by the Hamilton-Wenham Coaching Staff and the Athletic Department. When the student-athlete is left unsatisfied with the results of said meeting, parents can set up a meeting time with the Head Coach and the athlete to resolve their concerns.
3. Appreciate and recognize that an individual sport season is very short, often comprising only 10-12 weeks of the school year. In order to create a team dynamic and fulfill the potential of a program, all student-athletes, regardless of ability, must aim to attend every practice, game and team event during that time and it is critically vital that parents / guardians work to reinforce this concept with their children.

HWRHS Hosted Teams (2020-21):

Please note: Sub varsity teams are dependent on the number of participants in that sport. Further, HWRHS will offer Girl's Ice Hockey through a cooperative agreement with Marblehead and Wrestling through Salem.

Sub Varsity sports dependent upon participation numbers. Listed here are the teams we anticipate having in 2020-21. Further, Start Date and Target Number of Games very much depends on how the MIAA, CAL and HWRSD reacts to the reality of COVID-19

Season	Sport	Level	Start Date	Target Games
Fall	Cheer	Varsity	TBD	TBD
	Cross Country - B	Varsity	TBD	TBD
	Cross Country - G	Varsity	TBD	TBD
	Cross Country - B	JV	TBD	TBD
	Cross Country - G	JV	TBD	TBD
	Field Hockey	Varsity	TBD	TBD
	Field Hockey	JV	TBD	TBD
	Football	Varsity	TBD	TBD
	Football	JV	TBD	TBD
	Golf	Varsity	TBD	TBD
	Soccer - B	Varsity	TBD	TBD
	Soccer - G	Varsity	TBD	TBD
	Soccer - B	JV	TBD	TBD
	Soccer - G	JV	TBD	TBD
	Soccer - B	JV2	TBD	TBD
	Soccer - G	JV2	TBD	TBD
	Volleyball	Varsity	TBD	TBD
	Volleyball	JV	TBD	TBD

HWRHS Hosted Teams (2020-21), Continued:

Season	Sport	Level	Start Date	Target Games
Winter	Basketball - B	Varsity	TBD	TBD
	Basketball - G	Varsity	TBD	TBD
	Basketball - B	JV	TBD	TBD
	Basketball - G	JV	TBD	TBD
	Basketball - B	JV2	TBD	TBD
	Basketball - G	JV2	TBD	TBD
	Gymnastics	Varsity	TBD	TBD
	Ice Hockey - B	Varsity	TBD	TBD
	Ice Hockey - B	JV	TBD	TBD
	Indoor Track - B	Varsity	TBD	TBD
	Indoor Track - G	Varsity	TBD	TBD
	Indoor Track - B	JV	TBD	TBD
	Indoor Track - G	JV	TBD	TBD
	Swim & Dive - B	Varsity	TBD	TBD
	Swim & Dive G	Varsity	TBD	TBD

HWRHS Hosted Teams (2020-21), Continued:

Season	Sport	Level	Start Date	Target Games
Spring	Baseball	Varsity	TBD	TBD
	Baseball	JV	TBD	TBD
	Baseball	JV2	TBD	TBD
	Lacrosse - B	Varsity	TBD	TBD
	Lacrosse - G	Varsity	TBD	TBD
	Lacrosse - B	JV	TBD	TBD
	Lacrosse - G	JV	TBD	TBD
	Softball	Varsity	TBD	TBD
	Softball	JV	TBD	TBD
	Tennis - B	Varsity	TBD	TBD
	Tennis - G	Varsity	TBD	TBD
	Track & Field - B	Varsity	TBD	TBD
	Track & Field - G	Varsity	TBD	TBD
	Track & Field - B	JV	TBD	TBD
	Track & Field - G	JV	TBD	TBD

Player Eligibility: All students who wish to participate in athletics must meet the following requirements and guidelines.

Varsity Teams: All students in grades 9 through 12 are eligible to try out and participate in Varsity Athletics.

Junior Varsity (JV): All students in grades 9 through 11 are eligible to try out and participate in Junior Varsity Athletics unless pre-approved, special circumstances apply. In the rare circumstances when a Junior Varsity Coach wants to select a junior, the Varsity Head Coach for that sport has the final say on whether or not the athlete makes the JV squad. While it is rare for a 12th grade student to participate at the Junior Varsity level, it can be permissible with prior agreement from both school's Athletic Directors.

Junior Varsity 2 (JV2): All students in grades 9 through 11 are eligible to try out and participate in Junior Varsity Athletics unless pre-approved, special circumstances apply. In the rare circumstances when a Junior Varsity Coach wants to select a junior, the Varsity Head Coach for that sport has the final say on whether or not the athlete makes the JV squad. .

Middle School Waiver Students: When teams require and are approved by the MIAA to allow Middle School students to participate in High School athletics, those Middle School student-athletes will participate at the lowest level available for those sports. For example, if there are JV and Varsity levels, the Middle School student is required to play at the JV level.

Academic Eligibility: Following the first, second and third quarter marking periods... Any student that fails more than one class and/or has one or more incomplete grades in the previous (i.e. just completed) quarter is ineligible to compete in athletics. When the incomplete grade becomes a permanent and passing grade, eligibility can be reinstated. When eligibility is affected because of failing grades, the next opportunity for reinstatement of eligibility cannot happen until the beginning of the next quarter.

At the start of the school year... Any student that fails more than one class or has one incomplete as a final grade is ineligible to compete in athletics for the first quarter. If the student passes summer school in a course failed the previous year and that passing grade is accepted by HWRHS, the summer school grade will replace the failure and can count toward eligibility.

Special Note: Student-Athletes who are academically ineligible may attend practice, games, or meetings along with other team members. Student-Athletes may participate in practice and travel with the team and be present at games, but they may not wear a game uniform. Please be aware that Head Coaches have the final say in permitting ineligible student-athletes to be a part of any team activities. Should a coach not allow an athlete to continue to be a part of the team after they become ineligible, there will be no User Fee refund for that athlete.

Player Eligibility, Continued:

Age Eligibility: All Student-Athletes must be less than 19 years of age on or before September 1st of the school year. For JV2 level sports, student-athletes must be less than 16 years of age on or before September 1st of that year.

Medical Eligibility: All students who wish to try out for Athletics must have their parent / guardians fill out all required information on the Family ID Registration Page. Before being able to participate in any tryout or practice, potential student-athletes must also have an up to date physical on file with the School Nurse. An up to date medical record is defined as having had a signed & completed physical examination within 13 months of any given day of that season.

For example, it is possible that a student-athlete could begin a season with an up to date physical but then have that physical expire during the course of the season.

Transfer Eligibility, International Students, Alternative School Plan Students:

Student-Athletes who fall into these categories will require an MIAA Waiver before being allowed to compete in an Interscholastic scrimmage or game, and in some cases, practices. The Athletic Office will work with families, student-athletes and coaches in all such cases.

Please note: These approval processes generally take a week to a month depending on the complexities of the situation. The earlier the office is notified, the better the situation can be handled in a timely manner.

Student-Athlete Well Being:

MA Anti-Hazing Policy: In the early stages of every season, Head Coaches for every team at every level will provide meaningful lessons and school policies regarding this disturbing trend in high school athletics. Once such conversations take place, Head Coaches will sign, in accordance with State Law, the form titled: Annual Statement of Acknowledgement for Student Groups, Teams, and Organizations AntiHazing Law

Massachusetts Law - Chapter 269, Section 17

Crime of Hazing, Definition, Penalty

Whoever is a principal organizer or participant in the crime of hazing, as defined herein, shall be punished by a fine of not more than three thousand dollars or by imprisonment in a house of correction for not more than one-year, or both such fine and imprisonment. The term hazing as used in this section and in sections eighteen and nineteen, shall mean any conduct or method of initiation into any student organization, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or other person. Such conduct shall include whipping, beating, branding, forced calisthenics, exposure to the weather, forced consumption of any food, liquor, beverage, drug or other substance, or any other brutal treatment or forced physical activity which is likely to adversely affect the physical health or safety of any such student or person, or which subjects such student or other person to extreme mental stress, including extended deprivation of sleep or rest or extended isolation.

Notwithstanding any other provisions of this section to the contrary, consent shall not be available as a defense to any prosecution under this action. Added by St. 1985, c.536; amended by St. 1987, c.665.

Massachusetts Law - Chapter 269, Section 18

Duty to Report Hazing

Whoever knows that another person is the victim of hazing as defined in section seventeen and is at the scene of such crime, shall, to the extent that such person can do so without danger or peril to himself or others, report such crime to an appropriate law enforcement official as soon as reasonably practicable. Whoever fails to report such crime shall be punished by a fine of not more than one thousand dollars. Added by St. 1985, c. 536; amended by St. 1987, c. 665.

Student-Athlete Well Being, Continued:

Massachusetts Law - Chapter 269, Section 19

Statutes to be Provided to Student Groups; Compliance Statement and Discipline Policy Required

Each institution of secondary education and each public and private institution of postsecondary education shall issue to every student group, student team or student organization which is part of such institution or is recognized by the institution or permitted by the institution to use its name or facilities or is known by the institution to exist as an unaffiliated student group, student team or student organization, a copy of this section and sections seventeen and eighteen; provided, however, that an institution's compliance with this section's requirements that an institution issue copies of this section and section seventeen and eighteen to unaffiliated student groups, team or organizations shall not constitute evidence of the institution's recognition or endorsement of said unaffiliated student groups, teams, or organizations. Each such group, team or organization shall distribute a copy of this section and sections seventeen and eighteen to each of its members, plebes, pledges or applicants for membership. It shall be the duty of each such group, team, or organization, acting through its designated officer, to deliver annually, to the institution an attested acknowledgment stating that such group, team, or organization has received a copy of this section and said sections seventeen and eighteen, that each of its members, plebes, pledges, or applicants has received a copy of sections seventeen and eighteen, and that such group, team or organization understands and agrees to comply with the provisions of this section and sections seventeen and eighteen. Each institution of secondary education and each public or private institution of post-secondary education shall, at least annually, before or at the start of enrollment, deliver to each person who enrolls as a full-time student in such institution a copy of this section and sections seventeen and eighteen. Each institution of secondary education and each public or private institution of post-secondary education shall file, at least annually, a report with the regents of higher education and in the case of secondary institutions, the board of education, certifying that such institution has complied with its responsibility to inform student groups, teams or organizations and to notify each full-time student enrolled by it of the provisions of this section and sections seventeen and eighteen and also certifying that said institution has adopted a disciplinary policy with regard to the organizers a participants of hazing, and that such policy has been set forth with appropriate emphasis in the student handbook or similar means of communicating the institution's policies to its students. The board of regents and, in the case of secondary institutions, the board of education shall promulgate regulations governing the content and frequency of such reports, and shall forthwith report to the attorney general any such institution which fails to make such report. Added by St. 1985, c.536; amended by St. 1987, c.665.

Student-Athlete Well Being, Continued:

HWRSD Concussion Policy: Massachusetts law mandates that all MIAA schools develop regulations to implement the policies including: 1. educating coaches, athletes and their parents about concussions, 2. the documentation of student athlete's past head injuries, 3. requirements for taking a student athlete out of competition or practice, and certification for "return to play."

These procedures are designed to ensure that concussed student-athletes are identified, treated, and referred appropriately, receive follow-up care and necessary academic assistance, and are fully recovered prior to returning to athletic activity. The procedures herein will be administered by the High School Athletic Director and the High School Nurse under the direction of the High School Principal.

The HWRSD Concussion Policy (H8029) is found here:

https://docs.google.com/document/u/1/d/e/2PACX-1vOeCd-JIFVhDF3asg5hg4DRS_2cuTJc6BjxXcmqG8TQwhMW3INzbLvmSBhw1VtWkVhAjLMRO0WixOv9/pub

MIAA Drug and Alcohol Policy: There are minimum standards set by the MIAA that apply to all student-athletes it relates to drugs, tobacco, alcohol and all vaping substances. These Chemical Health guidelines will serve as the minimum standard for the consequences for a violating student and could be increased by the administration at Hamilton-Wenham Regional High School.

From the earliest fall practice date, to the conclusion of the academic year or final athletic event (whichever is latest), a student shall not, regardless of the quantity, use, consume, possess, buy/sell, or give away any beverage containing alcohol; any tobacco product; marijuana; steroids; or any controlled substance. This policy includes products such as "NA or near beer" and substances associated with Vaping.

The MIAA standard defines the consequences for the first and subsequent violations of this rule. These details can be found within Rule 62 on Page 57 of the MIAA Handbook.

User Fee Guidelines: It is the practice of the Hamilton-Wenham School District to charge an athletic User Fee to each student-athlete who participates on a High School athletic team. Every User Fee must be collected prior to the beginning of a season unless a waiver or other relief is provided. All athletic registrations and associated User Fees will be collected on-line, through the Family ID registration portal, during the applicable registration period as established by the Athletic Director. Unless and until the User Fee is finalized, a student-athlete may not begin participation in that season's sport.

User Fee Guidelines, Continued:

Scholarship Application: An application for financial scholarship is available on the Athletic section of the HWRHS website under the “Athletic Guidelines and Forms” link and must be submitted at least three weeks prior to the beginning of a season to the High School Principal. The Principal will evaluate the completed form and will determine if the student-athlete is eligible for a Scholarship.

User Fee Relief:

Scenario 1: Any student-athlete who competes in three sports during the same school year, regardless of level, will be granted full user fee relief for their third sport (i.e. spring).

Scenario 2: Families / guardians that have multiple children under the same roof that compete on more than three total sports teams per school year (i.e. four and above) will be granted full relief for the fourth and subsequent sports in that school year.

Special Note: In Scenario 2, when the 3rd and 4th Sport are triggered for a family in the same season, the 3rd sport will be considered the one with the higher User Fee and the 4th sport will be considered the sport associated with the lesser fee.

User Fee Refund / No Refund Scenarios:

- Full reimbursement will be provided when a student-athlete withdraws from a sport prior to the first day of practice. The first day of practice for each sport can be found within the Athletic Section of the HWRHS Web Site under "Registration Information."
- Full reimbursement will be provided when a student-athlete is not selected for a team in the program for which they tried out.
- Students-athletes who move out of the District during a season will be eligible for a prorated refund.
- Student-athletes who are unable to participate in an activity because of illness or injury (physician's statement required) will be eligible to receive a prorated refund.
- When a student-athlete is dismissed from a team due to eligibility issues (chemical health, school discipline, academic among others), there will not be a refund.
- When a student-athlete is placed on a sub-varsity team instead of varsity (at any time during the season), there will be no refund. This situation does not constitute the student-athlete being cut from the program.
- A student-athlete voluntarily withdraws from a team after the first day of practice.

Facilities and Supplies:

Facility Access, Supervision, Student-Athlete Responsibility

Gymnasium:

- At no time should any student-athlete be in any section of the gymnasium building without the supervision of a member from the coaching staff.
- Teams who wear cleats or spikes should remove these items before entering any part of the building. Further, only sneakers with clean bottoms will be allowed on the gymnasium floor and hallways.

Weight Room:

- At no time should any student-athlete be in the Weight Room unless under the direct supervision of a HWRHS coach and/or Athletic Trainer.
- Every athlete using free weights will be properly trained on form and employ a spotter.
- Athletes should heed the safety procedures posted in the weight room to ensure safety at all times. This includes returning all weights where they belong to keep the space safe.

Training Room:

- At no time should any student-athlete be in the Training Room for any reason without the presence of the Athletic Trainer or Coach.

Locker Rooms:

- At no time should any student-athlete be in the Locker Room unless a HWRHS coach is in the direct vicinity of the Locker Room.
- Team personnel are the only people allowed in the locker room.
- There should be no cell-phone use in the Locker Room.
- There is an expectation that student-athletes will have a locker with a lock to secure their personal and team equipment as well as practice and game attire. When lockers and their contents are properly used, theft and care is not an issue. Further, student-athletes are expected to properly clean and maintain their space.
- Athletes must clean out their lockers on the last day of their season. Items remaining in the locker room after a season will either be thrown out or donated to charity.

Facilities and Supplies, Continued:

Storage of Equipment:

Room Outside Training Room / Corner Closets in Gymnasium / Closet across from Athletic Office / Outside Storage Closet (Golf Cart Closet) / Press Box / Red Barn / White Barn / Concession Stand: These spaces and areas are used to support HWRHS Athletics in a multitude of ways. At no time should any student-athlete be in any of these areas without their team's coach.

Uniforms:

Coach's Responsibility: Head Coaches will provide uniforms to team members shortly after tryouts are over. At the conclusion of the season, Head Coaches are solely responsible to return all uniforms and uniform pieces to the Athletic Director at the same time. Uniforms will not be accepted by the Athletic Director from Head Coach unless they are the full set of uniforms and/or if replacement money has been collected. Individual pieces of uniforms will not be accepted by the Athletic Office.

Athlete's Responsibility: Athletes will get uniforms from and return uniforms to Head Coaches at the beginning and end of their seasons. At the conclusion of the season, no athlete should turn in uniforms to anybody other than the Head Coach. Student-athletes who do not turn in uniform pieces will be required to write a check to the Athletic Department for two times the cost of the uniform piece. If payment is not made, it will be considered an outstanding financial obligation of the family and, if it is not met, its possible they may not be able to compete in the next season's sport and /or they will not be awarded with any postseason awards or recognition and/or they will not be given a cap and gown for graduation exercises.

Athletes are entirely responsible for their uniforms during the course of the season. If a uniform piece gets lost (or is stolen), the athlete and their family are responsible for two times the cost of the uniform. (If uniform pieces are cared for properly, theft will not be an issue). Any torn or overused piece of uniform will be replaced so long as the old, ruined piece is returned.

Hamilton-Wenham game uniforms are purchased by the District and are the property of HWRSD. They will not have names on the back. We stress TEAM, not the individual. All teams, regardless of level, have a responsibility to have their games dress speak volumes of their class and excellence. All game shirts will be tucked in. Players will wash uniforms between every game. No player should make modifications to his or her uniform. They are to wear what they are provided and treat their uniform with respect. Teams that treat their uniforms with respect, exude class.

Tryouts: See dates on Page 6-8 for information regarding tryout start dates. In accordance with MIAA guidelines, no mandatory / organized practice can take place before this date. Coaches may have one or two meetings before the start of the season to set expectations for the upcoming season, announce tryout dates, etc. These meetings cannot be mandatory. See “Out of Season Responsibilities” for more information regarding off-season guidelines.

It goes without saying that all coaches have the responsibility to select the team that will best represent the values associated with Hamilton-Wenham and its Athletic Program. Varsity coaches have the additional responsibility to also select the team that has the best chance to compete at the varsity level, regardless of age/grade of the student-athlete.

All decisions by the Head Coach regarding selection of the teams are final. Those student-athletes who do not make the final roster have the right to respectfully request a brief meeting with the coach to discuss why they did not make the team. Coaches have the obligation to meet with these individuals and explain why they didn’t make the team while providing some things to work on so he or she can have a better chance the following year.

Special Note: No parent should request a meeting with the coach or Athletic Director on any level regarding team selections until the athlete has first spoken with the Head Coach. If at that point the athlete is not satisfied as to why they didn’t make the team, the parent has a right to request a meeting with both the player and the Head Coach. If resolution does not come from that meeting, the parent, the player, the Head Coach, and the Athletic Director can meet to resolve the issue.

Special Note: Any ninth grader selected for a Varsity Team should demonstrate exceptional ability and a potential well beyond his or her peers. The coach should (and this is a good policy regardless of the age of the potential player) also make an educated decision as to whether the player would be able to emotionally and academically succeed in this situation.

In-Season Information:

Reasonable Time Commitment Expectations for Players & Coaches: The expectation of the Athletic Department is that student-athletes are expected to make all practices, games, and team events. Sport seasons are relatively short and to make a commitment to one’s teammates, daily attendance is the baseline expectation of the Athletic Department. To miss practices, games, or meetings is to not fully give oneself to the greater good of the team and its members.

In-Season Information, Continued:

Reasonable Time Commitment Expectations for Players & Coaches, Continued:

Teams and their student-athletes should plan on games and practices on all half school days, non-religious holidays, Saturdays and occasional Sundays. While it may not be common for JV & JV2 teams to have games and practices on these days, it can happen, especially if there are make up games to be played.

Practices on school days formally begin at 3:00 so students can attend after school and extra help sessions. Daily time commitments (including team meetings and weight room sessions) on practice days should range from two to three hours for Varsity teams and 1.5 to 2.5 hours for sub varsity teams.

Varsity teams should plan on a 5-6 day per week commitment, depending upon sport and facility availability. Any student-athlete not capable of this commitment should reconsider their involvement in varsity athletics. Junior Varsity and JV2 teams should plan on a 4-6 day per week commitment depending upon sport and facility availability.

Special note: Students needing to serve detention must complete this requirement before attending practice. The coach has a right to impose a late penalty for the player being late for this reason.

Playing Time: Head Coaches are solely responsible to determine playing time for all student-athletes.

Varsity Teams: There is no minimum requirement of playing time for any player on a varsity team. Coaches have the obligation to play those players who best give the team the best chance to succeed in a competitive environment.

Sub Varsity - Junior Varsity & JV2 Teams: While there will never be an even distribution of playing time among players on these teams, Coaches do have the obligation to make every effort to play every player during every game, even at the expense of winning / losing the game. There are occasions when this is not possible. When a player does not play in a particular game, every effort should be made to see that the player who did not play in the previous game, plays more than they usually do in the next game.

Special Note: No parent of a child at any level should request a meeting with a coach or Athletic Director regarding playing time until the student-athlete has first spoken with the Head Coach. If at that point the athlete is not satisfied as to why they are not playing as much as they think they should be, the parent has a right to request a meeting with both the player and the Head Coach. If resolution does not come from that meeting, the parent, the player, the Head Coach, and the Athletic Director can meet to resolve the issue.

In-Season Information, Continued:

Playing Time, Continued:

Special Note: These meetings should neither take place in front of other people nor on a game day. A good practice is to set the meeting up ahead of time and not with the expectation that they will happen on the spot.

Special Note: Upon returning from any excused time away from practices and team activities for any reason, the returning student-athlete will immediately begin practicing and dress for games. For safety concerns as well as keeping team success in mind, a student-athlete who has missed time away from practice and team activities for any reason could be expected to practice for a few days prior to participating in a game. However, it will always be at the Coach's discretion to determine the exact number of days needed for re-conditioning and re-assimilation into their sport.

Team Travel:

Team Travel to Away Games: Hamilton-Wenham will provide a bus for each away game on the schedule. Regardless of the day, time, and location of the game, the bus will leave from the High School. Each student-athlete and student manager is required to ride the team bus to all away games on the schedule. Any rare exception to this policy requires written / emailed approval by the Athletic Director to Head Coaches and/or Parents/Guardians..

While students are never allowed to drive themselves to an away contest for any reason, it is possible, through a rare exception process, for parents to drive their child to an away contest.

At the Conclusion of Away Games, Scrimmages: Though it is best for team unity and cohesion that players ride the bus back to Hamilton-Wenham after school, Parents/Guardians of students may take their child home from away contests provided they sign the Head Coach's "Away Contest Information Sheet" at the conclusion of the away contest. The process would be for the Parent/Guardian to approach the coach at the conclusion of the game and sign the form, which the coach will have available.

Special Note: Parents/Guardians may not take home somebody else's child.

Special Note: Buses will return to HWRHS and will not stop at an individual player's house.

Special Note: It is the expectation of the Athletic Department that student-athletes will be picked up and/or leave the High School campus within fifteen minutes of returning back to school.

Team Travel, Continued:

At the Conclusion of Away Games, Scrimmages, Continued:

Special Note: Though we understand the sometimes inconvenient nature of this policy for our choice students, it is District Policy for all students to follow all HWRHS guidelines. Therefore, choice students must follow travel guidelines the same as residential students.

Special Note: There are occasions (for example, an Individual State Tournament when a team only has two or three athletes competing) to travel off site without a bus. On these occasions, it is permissible for parents to drive a group of students, provided each student-athlete's parents sign the "Athletic Travel Permission Form."

These forms are to be turned in to the Athletic Director prior to departure. All such trips will both begin and end from Hamilton-Wenham Regional High School.

Travelling to Home Sites, Off Campus: Though good common sense should always prevail, any parent can drive a group of players to a home site that is off campus. Additionally, provided all MA driving rules are followed, any student-athlete may drive to a home site that is off campus as well. Following the day's practice, game, or team event, there is not a requirement to return to Hamilton-Wenham Regional High School before travelling home.

Postseason Recognition: At the conclusion of each athletic season, HWRHS Booster Parents and Head Coaches may choose to organize a team break-up celebration for players, families, and friends for all teams within the program. As there are no public monies funding these gatherings, how each program chooses to run these events (locations, awards, gifts for seniors, etc) falls under the discretion of the Head Coach who should work closely with the Booster Parent.

From the District: Varsity Athletes will receive Varsity Pin (annually) and Varsity Letter (once). The Athletic Department will provide Student-Athletes with a Varsity Letter for playing on their first Varsity Team in any sport. For each Varsity season they participate in, athletes will receive a Varsity Pin specific to that sport. In order to be eligible for this award, the Head Coach of the team must acknowledge the individual has made a positive contribution to the program. It is completely at the discretion of the Varsity coach who on their roster has earned varsity status.

From the Cape Ann League: 1st Team All-Star selections and League MVPs, will receive a plaque provided by the CAL. 2nd Team All-Star selections will receive a certificate provided by the CAL.

Out of Season: The HWRHS Athletic Department supports the well-rounded student-athlete. We believe we have an excellent coaching staff for all of our teams and it is a good thing for student-athletes to be exposed to different types of leadership styles in different sports. Therefore, HWRHS believes in and strongly supports the multi-sport athlete.

Certainly, coaches have the responsibility to make their programs better and should encourage returning players to improve their skills before the beginning of the next season. However, this cannot come at the expense of our other athletic programs. Further, needed rest and rehabilitation and planned family vacations in the summer should also remain high priorities to support the whole child.

To that end, here are a set of guidelines to be followed as it pertains to Off-Season activities:

- Absolutely no off-season activity can be made to be mandatory (implied or otherwise). Any optional and permissible workout will not include taking attendance.
- Participation in optional and permissible off-season workouts will never be a factor in playing time and/or team selection.
- At the conclusion of every season, coaches have the responsibility to provide returning players with specific skills to be improved and a discussion about how the player can reach those goals. Means to achieve those ends may include but are not limited to: Agility & Conditioning workouts, sport specific skills / drills to be improved on their own, suggestion of off-season leagues, and day camps for players to attend.
- Coaches may not suggest or encourage overnight camps to players.
- In addition to the general guidelines noted above, Rules 40-41 of the MIAA Handbook clearly spell out what is and is not acceptable in terms of out of season contact with athletes. It is expected that HWRHS Head Coaches will follow these rules to the letter of the law as well as the spirit of the law.
- Booster Groups and Coaches are in no way allowed to pay for any team off-season activity. This includes collecting money from individual families and writing one check from a Booster Group to camps, facilities, programs and leagues.

Miscellaneous Topics, Points of Emphasis (in alphabetical order):

Attendance in School: A student may not participate in athletics on a given day when they are absent from school for more than half the day for any reason without pre-approved, written permission from the Athletic Director.

Dismissed: Dismissal from school before 11:00 AM will render the athlete ineligible for that day's athletic activity.

Unexcused and/or medical dismissals (as determined by the school's Main Office): Students dismissed for medical or unexcused reasons will render them ineligible for athletics on that day.

Tardy: Students who are marked Tardy to School for an unexcused reason, may not participate in that day's Athletic Events (practices, games).

Bona Fide Team Rule: The MIAA Bona Fide Team rule requires that members of a school team actively participate in all team practices and competitions. Members of a school team are not allowed to miss a high school practice or competition in order to participate in a non school sporting event in any sport recognized by the MIAA. The MIAA Penalty for violating this rule will result in a team loss for each contest in which the student-athletes appeared following attendance at the non attached event.

Booster Parents: The Hamilton-Wenham Regional High School Athletic Booster Parents are dedicated to the continued support of our student-athletes, coaching staff, trainers, and Athletic Department. Please see HWRHS Athletic Website for additional protocols to be followed.

The expectations of a Booster Parent are as follows:

- Aid in the Lines of Communication between Head Coaches, the Athletic Director and the Families of Student-Athletes in that program.
- Spearhead fundraising events that directly benefit the program with which they are associated
- Promote the values associated with Good Sportsmanship at all contests, games, and team events.

The purposes and goals of Fundraising through the Booster Presidents:

- Reduce the costs of User Fees.
- Reduce costs associated with End of Season break-up dinners
- Assist in the purchasing of special (capital) equipment for their team.
- If desired, Booster Groups can fund a .5 or Full Time Assistant Coach in their Program.

Miscellaneous, Continued:

Captains: The process by which the election of captains takes place is entirely at the discretion of that sport's Head Varsity Coach on a sport by sport basis. HWRHS Captains are expected to be leaders on and off the fields / courts. Therefore, a student-athlete is not allowed to be a captain in a current or future season when there has been an MIAA or HWRHS Chemical Health violation in or out of school, Academic Dishonesty, Truancy, and other acts of suspendable offenses in the school.

A Captain designation may be taken away by the Athletic Director or Head Varsity Coach when the student-athlete does not live up to the expectations associated with this honor.

Electronic Communication: Electronic communication should never be used as a means to resolve conflict. E-Mail, Texting, and online Team Apps should only be used with parents to provide specific information regarding practice and game times, team logistics, and to set up appointments to resolve conflict.

Officials: Athletes should only address officials when prefacing their statements with Sir or Ma'am. Athletes should never question or otherwise disrespect officials. Coaches should calmly and respectfully ask for rules clarifications and interpretation.

Removal from School / Suspended: Any time an athlete is removed from School and/or Suspended they are ineligible for practices, games, meetings, and team travel for the length of the school imposed suspension. Head Coach and Athletic Director will confer on the proper time for the athlete to return to practice and competition.

Conduct Unbecoming an HWRHS Student-Athlete: Principal, Athletic Director, and/or Head Coach, reserve the right to discipline, suspend, or expel an athlete as it relates to the athletic program if the spirit of the Student Handbook and this handbook is not upheld, including but not limited to: academic, attendance, and disciplinary reasons.

When the offense is serious (violence, threats, substance related, racism, hazing, theft, substance abuse, or disrespect for property or humanity, etc.), the discipline may carry over to the academic environment and/or legal authorities as well.